



**TENDER REFERENCE: RACIDA/DKH K-AFM-2022-0375/018**

**INVITATION TO TENDER**

**Tender Title:** Building Resilience of Agro-Pastoralist Communities (BRAP) project in Liban zone. Ethiopia

**Tender Reference Number:** RACIDA/DKH K-AFM-2022-0375/018

**Procurement Procedure:** Open call for tender

Rural Agency for Community Development and Assistance (RACIDA), implementing project “under **BRAP Project** funding Project, is inviting suppliers for beekeeping equipments, tools and hay bailers in Sora and Adey of DhekaSuftu Woredas of Liban Zone of Somali Regional:

Description	Quantity	Unit	Delivery point	Delivery deadline
Smoker, brash, scooper, suit with gloves & gumboots) 8 PCS for ETH)	8	Pcs	Sora and Adey of Dheka Filtu Woredas of Liben Zone of Somali Region.	15 <sup>th</sup> March ,2023
Small containers of 100-500 grams for packaging the honey) 800 ETH)	800	Pcs		
Extracting honey & sieving 4 Pcs ETH	4	Pcs		
Purchase and distribute 60 Lang troth bee hives	60	Pcs		
Hoe	250	Pcs		
Machete	490	pcs		
hosepipe	240	pcs		
sickle	240	pcs		
Hay bailer	60	pcs		

Tenders, who want to provide all, or part of the merchandise, will find general submission conditions and detailed description of commodities below:

**General conditions**

By participating in this tender you are indicating your acceptance of the guidelines set out in this document. The commodities must correspond to the specifications of RACIDA conditions of contract and respect, RACIDA's requirements as stipulated on the present call for tender. RACIDA reserves the right to disqualify and reject tenders from suppliers who do not comply with guidelines set out in this document.

All questions or inquiries are to be submitted in writing to RACIDA's procurement department: [procurement@racida.org](mailto:procurement@racida.org) or [ethiopiaprocurement@racida.org](mailto:ethiopiaprocurement@racida.org)

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### General Bid Requirements

1. **Contact Information:** Full name, address, telephone numbers of your company and contact persons.
2. **Mandatory requirement i.e. Tax compliance**
3. **Previous experience preferably from Non-governmental organizations.**
4. 100% Price evaluations.
5. General understanding of the local context and geographical area is an added advantage
6. The supplier or the vendor should tax clearance Government revenue office.
7. Supplier's acceptance of **RACIDA's Prohibition on Assistance to Drug Traffickers, and Certification Regarding Terrorist Financing Declaration** (enclosed, Appendix I). RACIDA cannot issue a Purchase Order in the absence of a Supplier's acceptance of these declarations.
8. **Prices:** RACIDA will pay only for the goods actually accepted at final destination after inspection at unloading point(s) and deduction of actual damages and/or liquidated damages for late delivery and/or quality deviations, if any. Applicants without this will not be considered.
9. **Delivery time:** The preferred delivery date/time for goods on site is 2-weeks after receipt of RACIDA Purchase Order. Suppliers are therefore requested to quote their best delivery time in calendar days/weeks following receipt of eventual Purchase Order.
10. **Validity:** Bids must remain valid with firm and fixed prices for 90 days after Tender Closing Date.

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### The submission of applications

Completed tender documents are to be submitted **through email with the subject name:** Supply for bee keeping equipments, tools and hay bailers (where applicable) in Sora and Adey of DhekaSuftu Woredas of Liban Zone of Somali Region and Tender Number RACIDA/DKH K-AFM-2022-0375/018 in accordance with the Instructions to Tenders in the tender documents.

**Tender Name:** Supply for bee keeping equipments , tools and hay bailers in Sora and Adey of DhekaSuftu Woredas of Liban Zone of Somali Region

**Tender Reference Number:** RACIDA/DKH K-AFM-2022-0375/018

**Bids must be emailed to:** [procurement@racida.org](mailto:procurement@racida.org) or [ethiopiaprocurement@racida.org](mailto:ethiopiaprocurement@racida.org)

**Closing date of reception of Submission of applications: at the latest the 15th of March 2023 at 4:30pm.**

<b>Special conditions</b>
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### Delivery deadline

Suppliers must indicate their delivery time. Once purchase orders and contracts are signed with the supplier, he/she must strictly respect delivery schedules agreed. Delays or quantity difference in delivery

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without valid explanation will incur a penalty of 10% of the total price.

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### **Acceptance of submissions of tender**

Acceptance of submissions of tender is the sole responsibility of RACIDA. Any late submissions of tenders will not be accepted and will be excluded from analysis.

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### **Method of payment**

The chosen supplier will be paid according to the terms of contract: 100% of the total sum of each purchase contract will be paid upon successful delivery of the goods to each project location.

#### **Payment schedule:**

- Supplier will be paid 100% of the total contractual upon completion of the delivery and after signing of the delivery note by RACIDA, with a limited delay of 10days, if the items are accepted and the delivery is completed.

Suppliers will only be paid through bank transfer after submitting their bank details. No other means of payment will be considered.

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### **Validity of submissions of tender**

Quotations of submissions of tender must remain stable and valid for 90 days after the closing date for the submissions of tenders.

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### **Working language.**

Communication, work documents and contracts will be drafted in English.

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### **Delivery bulletin.**

Delivery note handed over by the supplier will be signed after the complete offloading of the merchandise in Adey and Sora, so that any possible damages may be recorded at this point.

The tenders must carefully note: potential damaged items will not be paid for by RACIDA and will be returned to the supplier if asked to at his/her own costs.

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### **Delivery Locations**

The winning supplier is to deliver to each project village in the three districts listed below in this tender document.

#### **Locations to be delivered to are the following:**

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### **Control and Inspection**

RACIDA's representative can monitor the quality of commodities, its packaging, parcelling and storage at any time before the definitive acceptance of offer. Quality control and inspection will be conducted by RACIDA upon loading at the supplier warehouse and upon receipt at destination in Dollo Ado. The payments will be facilitated after confirmation of goods at the target locations.

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### **Detailed items to be mentioned in the submissions of tender**

1. Unit price and total price in ETB of each commodity, including delivery DDP to RACIDA's project sites in Sora and Adey of Dheka Filtu Woredas of Liben Zone of Somali Region. **Applicants without this will not be considered.**
2. Name of the variety and variety must be true to type
3. The storage limitation dates, the certificate of origin of the items, the certificate from the relevant authorities and any other quality certification document. **Applicants without this will not be considered.**
4. Previous experience: The supplier must provide us References of at least 3 important customers for same or similar orders
5. Bank statements
6. The company registration and the national tax payer registration number

### **Detailed items to be mentioned in the submissions of tender**

- Tender's complete name and address, phone, fax and e-mail address.
  - Tender's transporter name and address.
  - Official Certificate of registration of firm
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### **Order voucher and Contract.**

If your submission of tender is chosen, a purchase contract will be signed.

The quantity mentioned in this document as well as the delivery timetable are indicatives and stand for a purchase intention. The orders will become effective with the signature of the purchase contract that will confirm quantity and delivery time.

RACIDA will purchase the goods according to the need of its program to your company. Each RACIDA purchase has to be confirmed by the sending of a Purchase Order and a Purchase Contract. You must sign our contract confirming that you accept our conditions.

<b>Goods for Tender</b>
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**Detail of the goods and quantities (estimation)**

Sn.	Description	Unit of Measure	Quantity	Unit Price	Total price
1	Smoker, brash, scooper, suit with gloves & gumboots) 8 PCS for ETH)	Set	8		
2	Small containers of 100-500 grams for packaging the honey) 800 ETH)	pcs	800		
3	Extracting honey & sieving 4 Pcs ETH	pcs	4		
4	Purchase and distribute 60 Lang troth bee hives	pcs	60		
5	Hoe	Pcs	250		
6	Machete	Pcs	490		
7	hosepipe	Pcs	240		
8	sickle	Pcs	240		
9	Hay bailers	Pcs	60		

Place: .....

Date.....

**Signature with Stamp of  
Company,Name of  
Proprietor.....  
Designation.....**

<b>Cancellation clauses</b>
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**Other cancellation clause**

If any conditions, in the invitation to tender or the supplier's application, change within the stated period, an additional Letter of Agreement must be agreed and signed by both parties.

Cancellation may occur where:

1. The tender procedure has been unsuccessful, namely where no qualitatively or financially worthwhile tender has been received or there has been no response at all;
2. The economic or technical parameters of the project have been fundamentally altered;
3. Exceptional circumstances or *force majeure* render normal performance of the project impossible;
4. All technically compliant tenders exceed the financial resources available;
5. There have been irregularities in the procedure, in particular where these have prevented fair competition.

In no circumstances will RACIDA be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of a tender, even if RACIDA has been advised of the possibility of damages.

The publication of a procurement notice does not commit RACIDA to implement the program or project announced.

<b>Conditions of attribution</b>
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**Selection Criteria**

**The attribution will be decided on the basis of our selection criteria. Be precise on your quotation concerning each one of these criteria's and if there are some you are not able to fulfill explain why in order for us to possibly review our position.**

Type of Criteria	Basis on which criteria is used
1. Price	<ul style="list-style-type: none"><li>• Competitive price and corresponding to our budget,</li></ul>
2. Delivery	<ul style="list-style-type: none"><li>• Lead time</li><li>• Delay for deliveries</li></ul>
3. Previous experience	<ul style="list-style-type: none"><li>• References provided by the supplier (3),</li></ul>
4. Bank guarantee	<ul style="list-style-type: none"><li>• Bank statement</li></ul>

<b>5. Signed declaration form</b>	• Signed declaration form in Appendix I of tender document
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## **APPENDIX I**

### **DECLARATIONS**

#### **1. Prohibition on Assistance to Drug Traffickers**

RACIDA reserves the right to terminate this contract or take other appropriate measures if the supplier is found to have been convicted of a narcotics offense or to have been engaged in drug trafficking as defined in United Nations Convention Against Illicit Traffic in Narcotics Drugs and Psychotropic Substances, 1988.

1a. Key Individual Certification Narcotics Offenses and Drug Trafficking: I hereby certify that within the last ten years: 1. I have not been convicted of a violation of, or a conspiracy to violate, any law or regulation of Kenya, Somalia or any other country concerning narcotic or psychotropic drugs or other controlled substances. 2. I am not and have not been an illicit trafficker in any such drug or controlled substance. 3. I am not and have not been a knowing assistor, abettor, conspirator, or colluder with others in the illicit trafficking in any such drug or substance. 4. I understand that RACIDA may terminate my contract if it is determined that I engaged in the above conduct during the last ten years or during the period of engagement with RACIDA.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

#### **2. Certification Regarding Terrorist Financing**

By signing and submitting this contract, the prospective supplier provides the declarations set out below:

2a. The Supplier, to the best of their current knowledge, did not provide, within the previous ten years, and will take all reasonable steps to ensure that they do not and will not knowingly provide, material support or resources to any individual or entity that commits, attempts to commit, advocates, facilitates, or participates in terrorist acts, or has committed, attempted to commit, facilitated, or participated in terrorist acts, consistent with numerous United Nations Security Council resolutions, including S/RES/1269(1999), S/RES 1368(2001) and S/RES1373(2001) and the European Union. RACIDA is firmly committed to the international fight against terrorism and in particular against the financing of terrorism. It is the policy of RACIDA to seek to ensure that none of its and its donor funds are used, directly or indirectly, to provide support to individuals or entities associated with terrorism or money laundering. I understand that RACIDA may terminate my contract if it is determined that I engaged in the above conduct during the last ten years or during the period of engagement with RACIDA.

2b. For purposes of this Certification - a. "Material support and resources" means currency or monetary instruments or financial securities, financial services, lodging, training, expert advice or assistance, safe houses, false documentation or identification, communications equipment, facilities, weapons, lethal substances, explosives, personnel, transportation, and other physical assets, except medicine or religious materials." (i) "Training" means instruction or teaching designed to impart a specific skill, as opposed to general knowledge. (ii) "Expert advice or



assistance" means advice or assistance derived from scientific, technical, or other specialized knowledge.

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Company: \_\_\_\_\_

Date: \_\_\_\_\_

Address: \_\_\_\_\_

